



HEADQUARTERS NEW JERSEY ARMY AND AIR NATIONAL GUARD
NEW JERSEY DEPARTMENT OF MILITARY AND VETERANS AFFAIRS
3650 SAYLORS POND ROAD
FORT DIX, NEW JERSEY 08640-7600

ARMY BULLETIN NO. 20

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**OFFICE AUTOMATION AND TELECOMMUNICATIONS EXPENDABLE SUPPLIES
FY 2002 (DOIM-IMB)**

1. The Directorates and Major Subordinate Commands are authorized to purchase office automation and telecommunications expendable supplies by use of their IMPAC credit card within the budget constraints contained in the enclosed spreadsheet. The use of these supplies has entered the realm of 'mission critical' for accomplishment of administrative support of our units. This Directorate is committed to providing the support to the units conducting operations. Major Subordinate Commands or Directorates finding their budgets approaching zero before the end of the fiscal year will contact MAJ John Manfre at 609-530-6930 for additional authorization for office automation/T10 funds and for telecommunications T2C funds. So that the DOIM will be in compliance with budgetary requirements the Directors and Major Subordinate Commands will forward a copy of their monthly AO Monthly IMPAC Summary to this Headquarters, ATTN: DOIM-IMB, within 10 days of the end of the month.

2. Expendable computer supplies are coded as T10 and telecommunication/fax supplies are coded as T2C on the AO Monthly IMPAC Summary. Authorized use of T10 and T2C funds are show below:

COMPUTER SUPPLIES T 10

Laser printer toner cartridge
Ink jet printer ink cartridge
Dot matrix printer ribbon
Blank removable memory medium (diskette, Zip disk, Writeable CDs)
Diskette Box
Power strips
Surge protector
Printer parallel cable
Power cable
AB Switch

TELECOMMUNICATIONS SUPPLIES T 2C

Fax machine toner/film/ink cartridge
RJ 11 telephone cable

3. Users are cautioned that use of the IMPACF02 credit card to purchase computer components or software would be in violation of federal funding guidance.

OFFICIAL:

A handwritten signature in black ink, appearing to read "Thomas J. Sullivan", written over the printed name.

THOMAS J. SULLIVAN
COL, GS, NJARNG
Command Administrative Officer

PAUL J. GLAZAR
Major General, NJARNG
The Adjutant General

DISTRIBUTION: A, A2, B, C

		<u>T10 Office Automation Annual Budget</u>	<u>T2C Telecomm Annual Budget</u>
CoS		\$1,000.00	\$250.00
	Chaplain (spt by CoS)		
PAO/PIO		\$5,000.00	\$250.00
FMO		\$1,000.00	\$250.00
IG		\$500.00	\$250.00
JAG		\$500.00	\$250.00
HRO		\$1,000.00	\$250.00
DPCS		\$1,000.00	\$250.00
RRM		\$3,000.00	\$250.00
POTO		\$1,000.00	\$250.00
DOL		\$1,500.00	\$250.00
CSMS A		\$1,000.00	\$250.00
CSMS B		\$1,000.00	\$250.00
USPFO		\$1,000.00	\$1000.00
SAAO		\$1,000.00	\$250.00
	D19,OSAC (Spt by SAAO)		
	RAID (Spt by SAAO)		
AASF #1		\$500.00	\$250.00
AASF #2		\$500.00	\$250.00
AMEDD		\$500.00	\$250.00
HHD, STARC		\$500.00	\$250.00

444th MPAD		\$300.00	\$250.00
50th Bde		\$4,000.00	\$2,000.00
42d DISCOM		\$4,000.00	\$2,000.00
57th Trp Cmd		\$4,000.00	\$2,000.00
254th REGT		\$600.00	\$250.00
63 Band		\$100.00	\$100.00
T3BL		\$6,000.00	\$500.00
	RTSM (spt by T3BL)		